



**2001 Annual Conference - Cleveland, Ohio
July 31, 2001 - August 3, 2001
Sheraton City Centre Hotel**

THE EVENT

The Federal Court Clerks Association's (FCCA) 2001 Annual Conference will be held jointly with the National Conference of Bankruptcy Clerks (NCBC). An anticipated 600 attendees will take part in the four day event. An important part of the conference is the Vendor Fair which will be held on Thursday, August 2nd from 12:00 noon to 5:00 pm in the exhibit space adjacent to and in the Grand Ballroom at the Sheraton City Centre Hotel.

WHO WE ARE

The FCCA was formed in 1922, in Washington, D.C., by a group of 15 federal court clerks. Today, the FCCA boasts a membership of over 1,700 members. The purpose of the organization is to promote the professionalism and integrity of the federal judiciary. It is also the goal of FCCA to increase the proficiency of court employees, to support the independence of the judiciary, and to foster cooperation between courts and the community.

The NCBC was founded in 1980 to serve the professional needs of the then newly created position of Clerk of Court for the United States Bankruptcy Courts. Its membership was later expanded to include deputy clerks with associate memberships available to judges, other federal, state and local government employees, and the private sector. The NCBC is committed to the professional improvement of its members and to the continued improvement of the federal judiciary, and the bankruptcy system, of the United States of America.

REGISTRATION INFORMATION

It is anticipated that 50 vendors of products and services, ranging from copying and food services to advanced office automation equipment and software, will attend our Vendor Fair to be held from 12:00 noon to 5:00 pm on Thursday August 2nd, 2001. A total of 50 vendor spaces will be provided on a first come - first served basis. All vendors wishing to register for the show should complete the enclosed registration form. A \$650.00 fee will be charged for all booth registrations mailed by March 15, 2001. Registrations post-marked after March 15 will require a registration fee of \$700.00. **ALL REGISTRATIONS MUST BE ACCOMPANIED WITH PAYMENT OF THE REGISTRATION FEE. NO BOOTHS WILL BE RESERVED WITHOUT PAYMENT.** Checks should be made payable to FCCA 2001 Annual Conference. Registration forms and payment should be sent to:

FCCA 2001 CONFERENCE
P.O. Box 99658
Cleveland, Ohio 44199

Booths will be assigned by FCCA/NCBC in numerical order based on the Hotel's tradeshow booth numbering diagram as registrations are received. Cancellations must be post-marked no later than July 1, 2001 for return of vendor booth registration fees. Refunds made for payments for electrical or other utility services are at the discretion of the Hotel and the providers and are not the responsibility of the FCCA/NCBC.

Inquiries regarding the Vendor Fair may be addressed to Keith Throckmorton, FCCA Vendor Fair Co-chair (216-522-3054) or Kevin Hinton, NCBC Vendor Fair Co-chair (330- 489-4431 ext. 6153).

Should you also be interested in sponsoring a social event for our conference, please contact James Davey, FCCA Foundation, 96 Medway Street, # 9, Providence, RI, 02906, Tel. (401) 331-4642.



VENDOR BOOTHS

All vendor booths are 8' X 8' and include draping, two chairs and an 8' folding table. Vendors are responsible for all other booth furnishings. Electrical and phone connections must be arranged through the Sheraton City Centre Hotel. A schedule of fees and instructions for obtaining electrical and phone connections is included with this packet. Booth set-up is from 7:00 am to 10:00 am August 2 and breakdown commences at 5:00 pm on August 2. VENDORS ARE RESPONSIBLE FOR WORKING WITH THE HOTEL TO PUT NECESSARY UTILITY CONNECTIONS IN PLACE PRIOR TO THE SHOW. Any equipment to be shipped for the Vendor Fair should be shipped directly to Miller's Party Rental Center, 1450 Firestone Parkway, Suite D, Akron, Ohio 44301. Fees for storage and delivery of pre-shipped materials are the responsibility of the vendor. To arrange drayage, or if you require special options for your booth set up, such as additional tables or chairs, or signage for your booth, you may call Miller's for more information at (330) 773-2110 or (800) 859-3564.

SOCIAL EVENTS

Social events scheduled include a tour of the Carl B. Stokes U.S. Court House which will be the new home to the District Court with reception beginning at 4:30 pm on August 1, a reception at the Rock & Roll Hall of Fame from 7:00 to 11:00 pm on August 2 and a cocktail hour followed by a formal banquet on the evening of August 3. Vendors are welcome at these events but must pre-register and pay the cost associated with each event. Information on these social events will be forwarded upon receipt of your booth registration form.

LIABILITY

Neither the FCCA or NCBC, their respective management, and all organizations employed by them in connection with this event will be responsible for any damages or loss resulting from fire, theft, or any other cause whatsoever, including accident or injury to exhibitors, their employees, the public, or others. The exhibitor agrees to pay the Sheraton City Centre Hotel for any and all damages to the building, carpeting, or equipment incurred through the carelessness or negligence of the exhibitor or exhibitor's employees.

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury to persons or damage to exhibitor's displays, equipment, or other property brought on the premises of the Hotel and agrees to indemnify, defend, and hold harmless the FCCA/NCBC, the Sheraton City Centre Hotel, their owners, agents, employees, and servants against all claims or expense for such losses, including reasonable attorney's fees, arising out of the use of the hotel premises excluding any liability caused by the negligence of the FCCA/NCBC or the Sheraton City Centre Hotel or their owners, agents, employees and servants.

The exhibitor understands that neither the FCCA/NCBC nor the Sheraton City Centre maintains insurance that covers the exhibitor's property or lost revenue, and it is the sole responsibility of the exhibitor to obtain such insurance. Vendor acknowledges its responsibility to obtain such insurance and agrees to do so as a condition of registration for the Vendor Fair.



**73rd ANNUAL CONFERENCE
VENDOR FAIR EXHIBITION
THURSDAY, AUGUST 2, 2001
SHERATON CITY CENTRE HOTEL
CLEVELAND, OHIO**

WE REQUIRE (# _____) EXHIBITION BOOTHS @ \$650.00 each (\$700.00 if postmarked after March 15, 2001)

**§ - YES, WE WILL PARTICIPATE IN THE VENDOR FAIR EXHIBITION ON
THURSDAY, AUGUST 2, 2001**

COMPANY NAME: _____

PRODUCT OR SERVICE: _____

CONTACT NAME: _____

TITLE: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

COMPANY WEBSITE: _____

EVENT SPONSORSHIPS: If you would like to sponsor an event for the Conference, contact James Davey, FCCA Foundation, 96 Medway Street, # 9, Providence, RI, 02906, Tel. (401) 331-4642.

SHIPPING - Any equipment to be shipped for the Vendor Fair should be shipped directly to Miller's Party Rental Center, 1450 Firestone Parkway, Suite D, Akron, Ohio 44301. Call Miller's for more information at (330) 773-2110. Fees and arrangements for storage and delivery of pre-shipped materials to the vendor fair site are the responsibility of the vendor.

Please return this registration form and your check made payable to "FCCA 2001 Conference" to:

FCCA 2001 CONFERENCE
P.O. Box 99658
Cleveland, Ohio 44199



2001 FCCA / NCBC Joint Conference

Vendor Opportunities

Come join us for the 2001 Joint Conference of the Federal Court Clerks Association and the National Conference of Bankruptcy Clerks on America's North Coast in Cleveland! This important national conference brings together 600 federal court clerks and deputy clerks from all over the United States for their annual get-together.

From Tower City downtown shopping to the Flats Entertainment District and the Rock & Roll Hall of Fame, Cleveland has it all for the twenty-first century. Come share your innovations with us at the FCCA / NCBC 2001 Annual Conference.

For more information, follow the link to the FCCA/NCBC 2001 Annual Conference at the FCCA web site at <http://www.id.uscourts.gov/fcca.htm> or the NCBC website at <http://www.ncbcimpact.org> or call our Vendor Fair coordinator at (216) 522-3054.





Event Magazine / Schedule

FCCA/NCBC are planning a professionally prepared publication that will detail the conference schedule and present information of interest to conference attendees. If published, copies of this glossy event magazine would be given to all attendees to take home with them. The preparation of this publication depends upon advertising support from vendors. If you would be interested in working with our local publisher and placing an advertisement in this event program, please contact Keith Throckmorton, Vendor Fair Co-Chair at (216) 522-3054. When sufficient advertisements are reserved, we will put you in touch with the publisher to secure your ad.

Pricing for advertisements is as follows:

<u>Size</u>	<u>Dimensions</u>	<u>Black & White Pricing</u>	<u>Color Pricing</u>
1/3 Page	4-5/8" x 4-7/8"	\$495.00	\$595.00
1/2 Page	4-5/8" x 7-1/2" or 7" x 4-7/8"	\$695.00	\$795.00
Full Page	7" x 10"	\$895.00	\$995.00

These are net rates for camera ready art supplied. If production help is needed, add \$25.00 for black & white and \$100.00 for four color.